

2025-2026 STATE FINANCIAL AID PROGRAMS REFUND WORKSHEET

STUDENT NAME _____

SOCIAL SECURITY NUMBER _____

A. Student Withdrawal Date _____

Payment Period/Period of Enrollment: Start Date ____/____/____ End Date ____/____/____

B. Percentage of Title IV Aid earned by Student = B.

C. Amount of Title IV Aid Earned by Student = C.

D. Total State Financial Aid for Payment Period or Period of Enrollment
(List Aid Sources and Amounts Below)

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

TOTAL \$ _____ = D.

E. Percentage of State Financial Aid Earned by Student

List the percentage of Title IV Aid earned by the student, as shown in B. If the student did not receive any Title IV funds during the payment period or period of enrollment, the institution shall use the Return of Title IV Funds Policy formula in the determination of the percentage of State aid earned by the student.

Percentage of State Financial Aid Earned by Student = E.

F. Amount of Earned State Financial Aid

Total State Aid (D) \$ _____ X [multiplied by] Percentage of State Aid

Earned (E) % _____ = F.

G. Unearned State Aid

Total State Aid (D) \$ _____ X (100% - [minus] Percentage of State Aid

Earned (E) % _____) = G.

H. Amount to be refunded to State Financial Aid Programs
(List the result from section G)

= H.

I. Actual Tuition and Mandatory Fees Charges for the Payment Period or Period of Enrollment
(Mandatory fees may include charges for book vouchers issued by the institution for period of enrollment or payment period. Health insurance is not considered a mandatory fee in this instance.)

Tuition \$ _____ Mandatory Fees \$ _____

Total Tuition and Mandatory Fees Charges = I.

\$

J. Student's Unpaid/Remaining Tuition and Mandatory Fees Charges (As a result of the application of Return of Title IV Funds Policy)

Tuition and Mandatory Fees Charges for Payment Period or Period of Enrollment (I) \$ _____

Institutional Financial Aid [minus] \$ _____

Scheduled Cash Payment [minus] \$ _____

Earned Federal Title IV Aid (D) [minus] \$ _____

Earned State Financial Aid (G) [minus] \$ _____

Other Financial Aid [minus] \$ _____

UNPAID TUITION AND MANDATORY FEES BALANCE = J.

\$

If balance in section J is **greater** than zero, then go to section K. If balance in section J is zero or less, go to section N and refund the entire unearned State aid amount as shown in section H.

K. Additional Earned State Aid

Additional State aid can be "earned" by student only if he/she has an unpaid tuition and mandatory fees balance, as a result of the application of Return of Title IV Funds Policy. Schools can use part or the entire unearned portion of State financial aid (G) toward the payment of unpaid tuition and mandatory fees balance; **so long as** all other sources of financial aid as well as all scheduled cash payments have already been used in the payment of the student's tuition and mandatory fees charges, prior to the determination of the unpaid/remaining tuition and mandatory fees balance. Further, schools **cannot** make any unauthorized post-withdrawal award and/or disbursement of State financial aid to cover any unpaid/remaining tuition and mandatory fees balance.

If Unpaid/Remaining Tuition and Mandatory Fees Balance (J) is greater than or equal to Unearned State Aid (G) then Additional State Aid (K) that can be "earned" by student equals 100% of Unearned State Aid. If, however, Unearned State Aid is greater than Unpaid Tuition and Mandatory Fees Balance, then Additional Earned State Aid has to be equal to the value of the Unpaid/Remaining Tuition and Mandatory Fees Balance.

a) Unearned State Aid (as listed in Section G) \$ _____

b) Unpaid Tuition and Mandatory Fees Balance (as listed in section J) \$ _____

If (a) is **greater than** (b), then Additional Earned State Aid equals the value of **(b)**

If (a) is **less than** (b), then Additional Earned State Aid equals the value of **(a)**

Additional Earned State Aid (a OR b from above) = K.

\$

L. Actual Earned State Aid

Earned State Aid (F) \$ _____ + [plus] Additional Earned State Aid (K) \$ _____

= L.

\$ **M. Actual Amount to be refunded to State Financial Aid Programs**

This amount is to be calculated if Additional Earned State Aid (K) is greater than zero.

Total State Aid (D) \$ _____ - [minus] Actual Earned State Aid (L) \$ _____

= M.

\$ **N. State Financial Aid Refund Distribution**

Adopted OR Foster Children Fee Waiver	\$ _____
Tuition Waiver (Need Based and Categorical)	\$ _____
Non Need-Based Tuition Waiver	\$ _____
Massachusetts No Interest Loan	\$ _____
General Scholarship (MASSGrant)	\$ _____
Paraprofessional Grant	\$ _____
Early Childhood Educators Scholarship	\$ _____
Christian Herter Scholarship	\$ _____
Foster Child Grant	\$ _____
Gilbert Grant	\$ _____
Public Service Grant	\$ _____
Cash Grant (Access Grant Program)	\$ _____
Part Time Grant Program	\$ _____
Agnes Lindsay Scholarship	\$ _____
Math & Science Teachers Scholarship	\$ _____
Completion Incentive Grant	\$ _____
Massachusetts High Demand Scholarship	\$ _____
State University Internship Incentive Grant	\$ _____
Scholar-Internship Match Fund	\$ _____
Massachusetts GEAR UP Scholarship	\$ _____
MASSGrant Plus Expansion	\$ _____
MASSGrant PLUS	\$ _____
Emergency Grant	\$ _____
MassEducate	\$ _____
MassReconnect	\$ _____
Nursing Scholarship	\$ _____
In-Demand Scholarship	\$ _____
Tomorrow's Teachers Scholarship	\$ _____
One Family Inc. Scholarship	\$ _____
Behavioral Health Field Placements	\$ _____
Behavioral Health Workforce Scholarship	\$ _____
TOTAL REFUNDED	\$ _____

Today's Date: _____